DEFENSE ADVANCED RESEARCH PROJECTS AGENCY
675 NORTH RANDOLPH STREET
ARLINGTON, VA 22203-2114

MEMORANDUM FOR INFORMATION SECURITY OVERSIGHT OFFICE (ISOO)   OCT 2 3 2015
(ATTN: MS. PEGGY USHMAN)

SUBJECT: Standard Form 311, Report on Agency Security Classification management Program
Data for FY2015

In accordance with Director Reids' 25 September 2015 memorandum, the Defense
Advanced Research Projects Agency (DARPA) has completed a review of its information
security classification management program.

In accordance with the Deputy Secretary of Defense memorandum, "Delegation of Top
Secret Original Classification Authority," dated 5 May 2011, DARPA has one original
classification authority, the Director, DARPA. She is scheduled to complete her annual training
in early November 2015.

My Point of Contact for this review is (b)(6)
(b)(6)   He can be reached at (b)(6)   @darpa.mil or (b)(6)

(b)(6)

Mark Boyd
Director
Security and Intelligence Directorate

Attachments:
1. SF 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA
(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information		
1. Enter the **Fiscal Year** that this report covers.	1.	2015
2. Identify the **Department, Independent agency, or Establishment** that is covered by this report.	2. Defense Advanced Research Projects Agency (DARPA)	
3. Enter the name and title of the **Senior Agency Official** (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Mark Boyd, Director, Security Intelligence Directorate	
4. Enter the name, title, phone, and email address for the **point-of-contact** responsible for answering questions about this report.	4. (b)(6)	

PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose **highest level** of original classification authority is **TOP SECRET**.	5.	1
6. Enter the number of agency officials whose **highest level** of original classification authority is **SECRET**.	6.	0
7. Enter the number of agency officials whose **highest level** of original classification authority is **CONFIDENTIAL**.	7.	0
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, & 7)	8.	1

PART C: Original Classification Decisions
Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)

9. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less.**	9.	0
10. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years.**	10.	0
11. **Total** number of **TOP SECRET** original classification decisions. (Sum of blocks 9 & 10).	11.	0
12. Enter the number of **original SECRET** classification decisions made during the reporting period with declassification **instructions of 10 years or less.**	12.	3
13. Enter the number of **original SECRET** classification decisions made during the reporting period with declassification **instructions ranging from over 10 years to 25 years.**	13.	12
14. **Total** number of **SECRET** original classification decisions. (Sum of blocks 12 & 13)	14.	15
15. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions of 10 years or less.**	15.	0
16. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years.**	16.	0
17. **Total** number of **CONFIDENTIAL** original classification decisions. (Sum of blocks 15 & 16)	17.	0
18. **Total** number of original classification decisions. (Sum of blocks 11, 14, & 17)	18.	15

PART D: Derivative Classification Decisions
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)

19. Enter the number of **derivative TOP SECRET** classification decisions made during the reporting period.	19.	7,306
20. Enter the number of **derivative SECRET** classification decisions made during the reporting period.	20.	15,210
21. Enter the number of **derivative CONFIDENTIAL** classification decisions made during the reporting period.	21.	468
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, & 21)	22.	22,984

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PART E: Mandatory Declassification Review Requests and Appeals

A "Request" is an individual initial review request or appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision.

23. Enter the number of **requests** received during the reporting period.	23. 11
24. Enter the number of **requests** closed during the reporting period.	24. 11
25. Enter the number of **requests** that have been unresolved for over one year.	25. 0
26. Enter the **average number of days** to resolve each request.	26. 30
27. Enter the number of **appeals** received during the reporting period.	27. 0
28. Enter the number of **appeals** closed during the reporting period.	28. 0
29. Enter the number of **appeals** that have been unresolved for over one year.	29. 0
30. Enter the **average number of days** to resolve each appeal.	30. 0
31. Enter the number of **referred requests** received during the reporting period.	31. 0
32. Enter the number of **referred appeals** received during the reporting period.	32. 0

PART F: Mandatory Declassification Review Decisions in Pages

33. Enter the number of **requested pages** that were declassified in full.	33. 992	
34. Enter the number of **requested pages** that were declassified in part.	34. 0	
35. Enter the number of **requested pages** that were denied declassification.	35. 0	
36. Total number of **requested pages** acted on. (Sum of blocks 33, 34, & 35)	36.	992
37. Enter the number of **appealed pages** that were declassified in full.	37. 0	
38. Enter the number of **appealed pages** that were declassified in part.	38. 0	
39. Enter the number of **appealed pages** that were denied declassification.	39. 0	
40. Total number of **appealed pages** acted on. (Sum of blocks 37, 38, & 39)	40.	0

PART G: Automatic, Systematic, and Discretionary Declassification Reviews

41. Enter the number of pages reviewed that were subject to **automatic declassification** under section 3.3 of E.O. 13526.	41. 0
42. Enter the number of pages declassified under **automatic declassification**.	42. 0
43. Enter the number of pages reviewed that were subject to **systematic declassification** under section 3.4 of E.O. 13526.	43. 0
44. Enter the number of pages declassified under **systematic declassification**.	44. 0
45. Enter the number of pages reviewed that were subject to **discretionary declassification** under section 3.1 of E.O. 13526.	45. 0
46. Enter the number of pages declassified under **discretionary declassification**.	46. 0

PART H: Internal Agency Oversight

47. Enter the number of **challenges** processed by your agency to the classification of information believed to be **improperly classified or unclassified**. (E.O. 13526, section 1.8)	47. 0
48. Enter the number of **challenges** where the classification status was **fully affirmed**.	48. 0
49. Enter the number of **challenges** where the classification status was **overturned in whole or in part**.	49. 0

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PART I: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

Part A, #4: DARPA point of contact is (b)(6)   @darpa.mil.

Part D, #19-22: For reporting purposes, a sampling of all offices in DARPA was completed during a 2-week period, 7-18 September 2015. Tally sheets were distributed to all trained derivative classifiers. The results of the sampling period were then multiplied by 26 to achieve an estimated annual total. The results for 2015 appear to be greater than previous years due to the expanded sampling size (all derivative classifiers vice a subset of classifiers) which also provide a more accurate depiction of actual agency classified production.

For ISOO Use Only

ISOO Analyst Name: _____

Date of QC: _____

Analyst Initials: _____

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DEFENSE ADVANCED RESEARCH PROJECTS AGENCY
675 NORTH RANDOLPH STREET
ARLINGTON, VA 22203-2114

NOV 08 2016

MEMORANDUM FOR INFORMATION SECURITY OVERSIGHT OFFICE (ISOO)
(ATTN: MS. PEGGY USHMAN)

SUBJECT: Standard Form 311, Report on Agency Security Classification Management Program
Data for FY 2016

In accordance with Acting Director Cira's July 15, 2016 memorandum, the Defense
Advanced Research Projects Agency (DARPA) has completed a review of its information
security classification management program.

My Point of Contact for this review is (b)(6)
(b)(6)   He can be reached at (b)(6)   @darpa.mil or (b)(6)

(b)(6)

Mark Boyd
Director
Security and Intelligence Directorate

Attachments:
1. SF 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the **Fiscal Year** that this report covers.	1. 2016
2. Identify the **Department, Independent agency, or Establishment** that is covered by this report.	2. DOD: Department of Defense (DARPA)
3. Enter the name and title of the **Senior Agency Official** (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Mark Boyd, Director, Security Intelligence Directorate

4. Point-of-contact responsible for answering questions about this report:

4a. Name:	4a. (b)(6)
4b. Title:	4b.
4c. Email address:	4c. (b)(6) @darpa.mil
4d. Phone number:	4d. (b)(6)

PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose **highest level** of original classification authority is TOP SECRET.	5.	1
6. Enter the number of agency officials whose **highest level** of original classification authority is SECRET.	6.	0
7. Enter the number of agency officials whose **highest level** of original classification authority is CONFIDENTIAL.	7.	0
8. **Total** number of officials with original classification authority. (Sum of blocks 5, 6, and 7)	8.	1

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)

9. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with declassification instructions of 10 years or less.	9.	0
10. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10.	0
11. **Total** number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10)	11.	0
12. Enter the number of **original SECRET** classification decisions made during the reporting period with declassification instructions of 10 years or less.	12.	0
13. Enter the number of **original SECRET** classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13.	17
14. **Total** number of SECRET original classification decisions. (Sum of blocks 12 and 13)	14.	17
15. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with declassification instructions of 10 years or less.	15.	0
16. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16.	0
17. **Total** number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16)	17.	0
18. **Total** number of original classification decisions. (Sum of blocks 11, 14, and 17)	18.	17

PART D: Derivative Classification Decisions

Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)

19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19.	5,798
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20.	19,500
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21.	468
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22.	25,766

PART E: Mandatory Declassification Review Requests

A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision.

23. Enter the number of REQUESTS received during the reporting period.	23.	6
24. Enter the number of REQUESTS closed during the reporting period.	24.	6
25. Of the REQUESTS entered into block 24, enter the number of pages that were:	25.	
a. Declassified in full.	25a.	268
b. Declassified in part.	25b.	0
c. Denied declassification.	25c.	0
d. Total number of requested pages acted on. (Sum of blocks a, b, and c)	25d.	268
26. Enter the number of REQUESTS that have been unresolved for over one year.	26.	0
27. Enter the AVERAGE NUMBER OF DAYS to resolve each request.	27.	28
28. Enter the number of REFERRED REQUESTS received during the reporting period. (Number of requests referred to your agency from another agency)	28.	6

PART F: Mandatory Declassification Review Appeals

An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only appeals for your agency in which your agency is responsible for the final decision.

29. Enter the number of APPEALS received during the reporting period.	29.	0
30. Enter the number of APPEALS closed during the reporting period.	30.	0
31. Of the APPEALS entered into block 30, enter the number of pages that were:	31.	
a. Declassified in full.	31a.	0
b. Declassified in part.	31b.	0
c. Denied declassification.	31c.	0
d. Total number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.	0
32. Enter the number of APPEALS that have been unresolved for over one year.	32.	0
33. Enter the AVERAGE NUMBER OF DAYS to resolve each appeal.	33.	0
34. Enter the number of REFERRED APPEALS received during the reporting period. (Number of appeals referred to your agency from another agency)	34.	0

PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
35. Enter the number of pages REVIEWED that were subject to automatic declassification under section 3.3 of E.O. 13526.	35.	0
36. Enter the number of pages DECLASSIFIED under automatic declassification.	36.	0
37. Enter the number of pages REVIEWED that were subject to systematic declassification under section 3.4 of E.O. 13526.	37.	0
38. Enter the number of pages DECLASSIFIED under systematic declassification.	38.	0
39. Enter the number of pages REVIEWED that were subject to discretionary declassification under section 3.1 of E.O. 13526.	39.	0
40. Enter the number of pages DECLASSIFIED under discretionary declassification.	40.	0
PART H: Internal Agency Oversight		
41. Enter the number of CHALLENGES processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	41.	0
42. Enter the number of CHALLENGES where the classification status was fully affirmed.	42.	0
43. Enter the number of CHALLENGES where the classification status was overturned in whole or in part.	43.	0
PART I: Intelligence Community (IC) Information This section applies only to IC agencies and IC components of other agencies who *originally apply* the ORCON and ORCON-USGOV dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual report to the DNI on the use of classification markings.		
Organization's classified disseminated analytic product (as defined in ICD 206 *Sourcing Requirements for Disseminated Analytic Product*) originally marked ORCON.		
44. Enter PERCENTAGE of your organization's classified disseminated analytic products originally marked ORCON.	44.	0.00%
45. Enter TOTAL NUMBER of your organization's classified disseminated analytic products originally marked ORCON.	45.	0
46. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in full.	46.	0
47. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in part. Provide explanation for partial denial in part J below.	47.	0
48. Enter the number of ORCON expanded dissemination requests DENIED. Provide explanation for denial in part J below.	48.	0
Organization's classified disseminated analytic product (as defined in ICD 206 *Sourcing Requirements for Disseminated Analytic Product*) originally marked ORCON-USGOV.		
49. Enter PERCENTAGE of your organization's analytic products originally marked ORCON-USGOV.	49.	0.00%
50. Enter TOTAL NUMBER of your organization's analytic products originally marked ORCON-USGOV.	50.	0
51. Provide TOTAL NUMBER of reports of potential misapplication of the ORCON marking. Provide background information on each occurrence in Part J below.	51.	0
52. Has your organization been NEGATIVELY IMPACTED by information being marked with ORCON or ORCON-USGOV control marking? If yes, provide explanation in Part J below.	52.	N/A

DOD: Department of Defense (DARPA)

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

For reporting purposes, a sampling of all offices in DARPA was completed during a 2-week period, 10-21 October 2016. Tally sheets were distributed to all trained derivative classifiers. The results of the sampling period were then multiplied by 26 to achieve an estimated annual total. The results for 2016 are slightly greater than last year due increased awareness and more accurate tracking.

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INFORMATION SECURITY OVERSIGHT OFFICE

NATIONAL ARCHIVES *and* RECORDS ADMINISTRATION
700 PENNSYLVANIA AVENUE, NW, ROOM 100   WASHINGTON, DC 20408-0001
www.archives.gov/isoo

ISOO
INFORMATION SECURITY
OVERSIGHT OFFICE

JUL 1 5 2016

Memorandum for: Senior Agency Officials Designated under Section 5.4(d) of
Executive Order 13526.

William A. Cira

From: William A. Cira, Acting Director

Subject: Standard Form (SF) 311, Agency Security Classification Management
Program Data, Due to the Information Security Oversight Office (ISOO)

Executive Order 13526, "Classified National Security Information," and its government-wide
implementing directive, 32 CFR Part 2001, require executive branch agencies to report statistics
related to their security classification programs to ISOO. For FY 2016, the completed SF 311 is due
to ISOO no later than **November 15, 2016**. Please ensure that your agency adheres to this deadline
so as to not delay our subsequent reporting to the President.

In completing the SF 311, agencies are asked to explain any large deviations from numbers reported
in the past in Part J of the form. A copy of the SF 311 (Rev 3-16) is attached along with guidance
for filling out the form. Alternatively, the form can be downloaded from the GSA web site at
http://www.gsa.gov/portal/forms/download/116190.

We remain open to further ideas concerning improvement of the data collection and reporting
process. If your agency has any suggestions, please include or attach them to the cover memo of
your SF 311 submission.

Please contact Ms. Peggy Ushman at (202) 357-6866 if you have any questions.

Attachments

Guidelines for FY 2016 SF 311 Data Collection

Background

In the past, ISOO asked agencies to report only the number of classified "finished products," a term which originated in a paper-based environment and was often not easily applied in the electronic environment. However, because of the increasing use of the electronic environment to share and disseminate information, it has become clear that we need to discontinue the use of the "finished product" concept and instead count all classification decisions regardless of the media. We therefore request that each reporting agency adjust its counting or sampling methodology to include such things as e-mail, wikis, and blogs.

PART A: Identifying Information (Changes)

- Block 2: we have provided a drop-down menu to select your agency. If your agency/organization is not listed, select **OTHER** and type in the agency/organization name.

- Block 4: we have provided more room for POC information.

PART B: Officials with Original Classification Authority (No Changes)

PART C: Original Classification Decisions (No Changes)

- The original classification numbers should be an actual count; do not use sampling methods.
- Do not count products classified by another agency.
- Do not count any reproductions or copies.

PART D: Derivative Classification Decisions (No Changes)

- The SF 311 form asks that you include the total number of classification decisions (regardless of media or whether produced in electronic form). The following is a list of types of materials to include in your count (this list is not all inclusive):
  - Electronic presentations;
  - E-mail;
  - Official correspondence or memoranda;
  - Photographs;
  - Reports and/or intelligence products;
  - Web pages; and
  - Wiki articles and blog articles.

- Process for Counting Derivative Classification Decisions
  - Actual counts of classification decisions for a 52-week period are always preferred, but for many large agencies this may not be practical. In such cases a sampling method should be used for the number of derivative classification decisions only.

- The following is a possible sampling technique that can be employed in order to estimate the total quantity of derivative classification decisions under your agency.

  o **Define the Total Population** - define the total population of classifiers within your organization. This total population estimate should include all personnel (e.g., contractors, field personnel) making classification decisions under your agency's authority.

  o **Define Sampling Population** - you can sample a percentage of the total population and then estimate the total number of original and derivative classification decisions agency-wide. The percentage used to identify the sampling population is at the discretion of the agency.

  o **Collect Data of Sample Population** - the most common practice for collecting data is to ask each derivative classifier to provide the number of classification decisions for a two-week period during the fiscal year. The manner in which the data is collected is entirely dependent on your agency. *The numbers entered on the SF 311 should reflect the final numbers for a 52-week period.*

  Example: The Department of Better Government has 500 employees with security clearances. The information security official responsible for reporting the agency's SF 311 data surveyed 20 percent of this total population. The information security official disseminated a classification decision survey via e-mail to 100 individuals to capture the classification decisions of each individual over a two-week period during the fiscal year. The derivative classification count of the sample population is then multiplied by 5 to arrive at the total population. Since the classification count survey was intended to only capture the decisions within a two-week period, the count should then be multiplied by 26 to show the total classification count of a 52-week fiscal year.

Sampling Period:	Multiplier Applied:
2-week	26
4-week	13
8-week	6.5

- How to count electronic media
  o **E-mail:** If a classified e-mail is disseminated and no additional classified information is added in the replies or forwards, then only the first classified e-mail should be counted. The replies and forwards that do include additional classified information should be counted in addition to the original classified e-mail. Do not count unclassified e-mails that are created on a system that is certified to handle classified information.

  o If the e-mail is merely a transmittal vehicle for a classified attachment and contains no classified information itself, then do not count the e-mail. Only count the classified attachment if it was originated by your office.

o **Web pages**: Each web page containing classified information that is created during the reporting period should be counted only once regardless of how many times it was modified or updated. The count should be conducted by the agency or command that hosts the web page.

o **Blogs**: Every individual blog entry that constitutes a classification action should be counted. The count should be conducted by the agency or command hosting the blog.

o **Wiki articles**: Each wiki article containing classified information that is created during the reporting period should be counted, and counted only once, regardless of how many times it is modified or updated by other users. The count should be conducted by the agency or command hosting the wiki.

o **Instant messages**: Instant messages should not be counted.

- The chart below provides examples of how to count decisions in both the paper environment and the electronic environment.

Paper environment	Electronic environment	How to count
A report contains classified information derived from a classified source and is photocopied and distributed to 30 recipients.	An e-mail contains classified information derived from a classified source and is disseminated to 20 recipients, and then forwarded on to 10 more recipients.	Count as one classification decision. Do not count as 30 or 31 classification decisions.
An unclassified internal memo is drafted in response to a classified Inspector General (IG) report. The IG report will be distributed as an attachment to the unclassified internal memo.	An unclassified transmittal e-mail is drafted in response to a classified IG report. The IG report will be distributed as an electronic attachment to the unclassified e-mail.	Do not count as a classification decision. A classification decision was already counted at the creation of the classified IG report. The e-mail must be protected as classified (classified transmittal) but does not warrant a classification count.

PART E: Mandatory Declassification Review Requests and PART F: Mandatory Declassification Review Appeals (Changes)

- The requested data has not changed, but it has been reordered. Last year, the number of requests and appeals was in **PART E** and the disposition of the requests and appeals was in **PART F**. This year, the form has been changed so that the number of requests and the disposition of those pages is in **PART E**. The number of appeals and the disposition of those pages is in **PART F**.

PART G: Automatic, Systematic, and Discretionary Declassification Reviews (No Changes)

PART H: Internal Agency Oversight (No Changes)

PART I: Intelligence Community (IC) Information (New Part)

- This section is to be filled out <u>only</u> by the following IC agencies and components:
    Central Intelligence Agency
    Defense Intelligence Agency
    National Geospatial-Intelligence Agency
    National Reconnaissance Office
    National Security Agency
    Department of the Air Force:
        Air Force Intelligence
    Department of the Army:
        Army Intelligence
    Department of the Navy: (please report a breakdown of both sets of numbers in Part J.)
        Navy Intelligence
        Marine Corps Intelligence
    Department of Energy
    Department of Homeland Security:
        Coast Guard Intelligence
    Department of State
    Department of the Treasury
    Department of Justice: (please report a breakdown of both sets of numbers in Part J.)
        Drug Enforcement Administration
        Federal Bureau of Investigation
- This information will be compiled by the Office of the Director of National Intelligence (ODNI) for their annual report requirements. **You do not need to send this to ODNI. ISOO will ensure that all SF 311s that contain information in Part I are forwarded to ODNI.**

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the Fiscal Year that this report covers.	1.
2. Identify the Department, Independent agency, or Establishment that is covered by this report.	2. OTHER: Type Department, Independent agency, or Establishment
3. Enter the name and title of the Senior Agency Official (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3.

4. Point-of-contact responsible for answering questions about this report:

4a. Name:	4a.
4b. Title:	4b.
4c. Email address:	4c.
4d. Phone number:	4d.

PART B: Officials with Original Classification Authority

5. Enter the number of agency officials whose highest level of original classification authority is TOP SECRET.	5.
6. Enter the number of agency officials whose highest level of original classification authority is SECRET.	6.
7. Enter the number of agency officials whose highest level of original classification authority is CONFIDENTIAL.	7.
8. Total number of officials with original classification authority. (Sum of blocks 5, 6, and 7)	8. 0

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)

9. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	9.
10. Enter the number of original TOP SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	10.
11. Total number of TOP SECRET original classification decisions. (Sum of blocks 9 and 10)	11. 0
12. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions of 10 years or less.	12.
13. Enter the number of original SECRET classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	13.
14. Total number of SECRET original classification decisions. (Sum of blocks 12 and 13)	14. 0
15. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions of 10 years or less.	15.
16. Enter the number of original CONFIDENTIAL classification decisions made during the reporting period with declassification instructions ranging from over 10 years to 25 years.	16.
17. Total number of CONFIDENTIAL original classification decisions. (Sum of blocks 15 and 16)	17. 0
18. Total number of original classification decisions. (Sum of blocks 11, 14, and 17)	18. 0

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PART D: Derivative Classification Decisions Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of derivative TOP SECRET classification decisions made during the reporting period.	19.	
20. Enter the number of derivative SECRET classification decisions made during the reporting period.	20.	
21. Enter the number of derivative CONFIDENTIAL classification decisions made during the reporting period.	21.	
22. Total number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22.	0
PART E: Mandatory Declassification Review Requests A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision.		
23. Enter the number of REQUESTS received during the reporting period.	23.	
24. Enter the number of REQUESTS closed during the reporting period.	24.	
25. Of the REQUESTS entered into block 24, enter the number of pages that were:	25.	
a. Declassified in full.	25a.	
b. Declassified in part.	25b.	
c. Denied declassification.	25c.	
d. Total number of requested pages acted on. (Sum of blocks a, b, and c)	25d.	0
26. Enter the number of REQUESTS that have been unresolved for over one year.	26.	
27. Enter the AVERAGE NUMBER OF DAYS to resolve each request.	27.	
28. Enter the number of REFERRED REQUESTS received during the reporting period. (Number of requests referred to your agency from another agency)	28.	
PART F: Mandatory Declassification Review Appeals An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only appeals for your agency in which your agency is responsible for the final decision.		
29. Enter the number of APPEALS received during the reporting period.	29.	
30. Enter the number of APPEALS closed during the reporting period.	30.	
31. Of the APPEALS entered into block 30, enter the number of pages that were:	31.	
a. Declassified in full.	31a.	
b. Declassified in part.	31b.	
c. Denied declassification.	31c.	
d. Total number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.	0
32. Enter the number of APPEALS that have been unresolved for over one year.	32.	
33. Enter the AVERAGE NUMBER OF DAYS to resolve each appeal.	33.	
34. Enter the number of REFERRED APPEALS received during the reporting period. (Number of appeals referred to your agency from another agency)	34.	

PART G: Automatic, Systematic, and Discretionary Declassification Reviews	
35. Enter the number of pages REVIEWED that were subject to automatic declassification under section 3.3 of E.O. 13526.	35.
36. Enter the number of pages DECLASSIFIED under automatic declassification.	36.
37. Enter the number of pages REVIEWED that were subject to systematic declassification under section 3.4 of E.O. 13526.	37.
38. Enter the number of pages DECLASSIFIED under systematic declassification.	38.
39. Enter the number of pages REVIEWED that were subject to discretionary declassification under section 3.1 of E.O. 13526.	39.
40. Enter the number of pages DECLASSIFIED under discretionary declassification.	40.
PART H: Internal Agency Oversight	
41. Enter the number of CHALLENGES processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	41.
42. Enter the number of CHALLENGES where the classification status was fully affirmed.	42.
43. Enter the number of CHALLENGES where the classification status was overturned in whole or in part.	43.
PART I: Intelligence Community (IC) Information This section applies only to IC agencies and IC components of other agencies who *originally apply* the ORCON and ORCON-USGOV dissemination control. This information, along with ISOO's annual inspection reports will be used to inform the annual report to the DNI on the use of classification markings.	
Organization's classified disseminated analytic product (as defined in ICD 206 *Sourcing Requirements for Disseminated Analytic Product*) originally marked ORCON.	
44. Enter PERCENTAGE of your organization's classified disseminated analytic products originally marked ORCON.	44. 0.00%
45. Enter TOTAL NUMBER of your organization's classified disseminated analytic products originally marked ORCON.	45.
46. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in full.	46.
47. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in part. Provide explanation for partial denial in part J below.	47.
48. Enter the number of ORCON expanded dissemination requests DENIED. Provide explanation for denial in part J below.	48.
Organization's classified disseminated analytic product (as defined in ICD 206 *Sourcing Requirements for Disseminated Analytic Product*) originally marked ORCON-USGOV.	
49. Enter PERCENTAGE of your organization's analytic products originally marked ORCON-USGOV.	49. 0.00%
50. Enter TOTAL NUMBER of your organization's analytic products originally marked ORCON-USGOV.	50.
51. Provide TOTAL NUMBER of reports of potential misapplication of the ORCON marking. Provide background information on each occurrence in Part J below.	51.
52. Has your organization been NEGATIVELY IMPACTED by information being marked with ORCON or ORCON-USGOV control marking? If yes, provide explanation in Part J below.	52. N/A

OTHER: Type Department, Independent agency, or Establishment

PART J: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

DEFENSE ADVANCED RESEARCH PROJECTS AGENCY
675 NORTH RANDOLPH STREET
ARLINGTON, VA 22203-2114

NOV 03 2017

MEMORANDUM FOR INFORMATION SECURITY OVERSIGHT OFFICE (ISOO)
(ATTN: MARK A. BRADLEY, DIRECTOR)

SUBJECT: Standard Form 311, Report on Agency Security Classification Management Program
Data for FY 2017

Reference: Memorandum for Senior Agency Officials Designated under Section 5.4 (d) of Executive
Order 13526

In accordance with the reference listed above, the Defense Advanced Research Projects
Agency (DARPA) has completed an annual review of its information security classification
management program, per Executive Order 13526, "Classified National Security Information,"
and it's government-wide implementing directive, 32 CFR Part 2001.

My Point of Contact for this review is (b)(6)
(b)(6)   He can be reached via email at (b)(6)   @darpa.mil or by phone at

(b)(6)

Mark Boyd
Director, Security and Intelligence Directorate

Attachments:
1. SF 311

AGENCY SECURITY CLASSIFICATION MANAGEMENT PROGRAM DATA

(Submissions must be unclassified and reach the Information Security Oversight Office (ISOO) no later than November 15 following the reporting period.)

PART A: Identifying Information	
1. Enter the **Fiscal Year** that this report covers.	1. 2017

2. Identify the **Department, Independent agency, or Establishment** that is covered by this report.	2. DOD: Department of Defense (DARPA)
3. Enter the name and title of the **Senior Agency Official** (as defined in E.O. 13526, section 5.4(d)) responsible for this report.	3. Mark Boyd/Director, Security & Intelligence Directorate

4. **Point-of-contact** responsible for answering questions about this report:

4a. Name:	4a. (b)(6)	
4b. Title:	4b.	
4c. Email address:	4c. (b)(6)	@darpa.mil
4d. Phone number:	4d. (b)(6)	

PART B: Officials with Original Classification Authority		
5. Enter the number of agency officials whose **highest level** of original classification authority is **TOP SECRET**.	5.	1
6. Enter the number of agency officials whose **highest level** of original classification authority is **SECRET**.	6.	0
7. Enter the number of agency officials whose **highest level** of original classification authority is **CONFIDENTIAL**.	7.	0
8. **Total** number of officials with original classification authority. (Sum of blocks 5, 6, and 7)	8.	1

PART C: Original Classification Decisions

Original classification is an initial determination that the information to be classified has not been previously classified by any other authority. It also meets the following conditions: (1) it was classified by an original classification authority; (2) the information is owned by or for, or is under the control of the United States Government; (3) it falls into at least one of the categories from section 1.4 of E.O. 13526; and (4) unauthorized disclosure could reasonably be expected to result in damage to the national security. (Provide information on all original classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)

9. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less.**	9.	0
10. Enter the number of **original TOP SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years.**	10.	0
11. **Total** number of **TOP SECRET** original classification decisions. (Sum of blocks 9 and 10)	11.	0
12. Enter the number of **original SECRET** classification decisions made during the reporting period with **declassification instructions of 10 years or less.**	12.	0
13. Enter the number of **original SECRET** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years.**	13.	4
14. **Total** number of **SECRET** original classification decisions. (Sum of blocks 12 and 13)	14.	4
15. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions of 10 years or less.**	15.	0
16. Enter the number of **original CONFIDENTIAL** classification decisions made during the reporting period with **declassification instructions ranging from over 10 years to 25 years.**	16.	0
17. **Total** number of **CONFIDENTIAL** original classification decisions. (Sum of blocks 15 and 16)	17.	0
18. **Total** number of original classification decisions. (Sum of blocks 11, 14, and 17)	18.	4

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DOD: Department of Defense (DARPA)

PART D: Derivative Classification Decisions		
Derivative classification is the incorporating, paraphrasing, restating, or generating in new form information that is already classified. This includes classification based on classification guides or other source documents. (Provide information on all classification decisions, regardless of the media, including those documented and disseminated via email. Do not count reproductions or copies.)		
19. Enter the number of **derivative TOP SECRET** classification decisions made during the reporting period.	19.	3,276
20. Enter the number of **derivative SECRET** classification decisions made during the reporting period.	20.	7,800
21. Enter the number of **derivative CONFIDENTIAL** classification decisions made during the reporting period.	21.	130
22. **Total** number of derivative classification decisions. (Sum of blocks 19, 20, and 21)	22.	11,206
PART E: Mandatory Declassification Review Requests		
A "Request" is an individual initial review request, regardless of the number of documents or pages to be reviewed as part of the request. Report only requests for your agency in which your agency is responsible for the final decision.		
23. Enter the number of **REQUESTS** received during the reporting period.	23.	0
24. Enter the number of **REQUESTS** closed during the reporting period.	24.	0
25. Of the **REQUESTS** entered into block 24, enter the number of pages that were:	25.	
a. Declassified in full.	25a.	0
b. Declassified in part.	25b.	0
c. Denied declassification.	25c.	0
d. Total number of requested pages acted on. (Sum of blocks a, b, and c)	25d.	0
26. Enter the number of **REQUESTS** that have been unresolved for over one year.	26.	0
27. Enter the **AVERAGE NUMBER OF DAYS** to resolve each request.	27.	0
28. Enter the number of **REFERRED REQUESTS** received during the reporting period. (Number of requests referred to your agency from another agency)	28.	0
PART F: Mandatory Declassification Review Appeals		
An "Appeal" is an individual request for appeal, regardless of the number of documents or pages to be reviewed as part of the request. Report only appeals for your agency in which your agency is responsible for the final decision.		
29. Enter the number of **APPEALS** received during the reporting period.	29.	0
30. Enter the number of **APPEALS** closed during the reporting period.	30.	0
31. Of the **APPEALS** entered into block 30, enter the number of pages that were:	31.	
a. Declassified in full.	31a.	0
b. Declassified in part.	31b.	0
c. Denied declassification.	31c.	0
d. Total number of appealed pages acted on. (Sum of blocks a, b, and c)	31d.	0
32. Enter the number of **APPEALS** that have been unresolved for over one year.	32.	0
33. Enter the **AVERAGE NUMBER OF DAYS** to resolve each appeal.	33.	0
34. Enter the number of **REFERRED APPEALS** received during the reporting period. (Number of appeals referred to your agency from another agency)	34.	0

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PART G: Automatic, Systematic, and Discretionary Declassification Reviews		
35. Enter the number of pages REVIEWED that were subject to automatic declassification under section 3.3 of E.O. 13526.	35.	0
36. Enter the number of pages DECLASSIFIED under automatic declassification.	36.	0
37. Enter the number of pages REVIEWED that were subject to systematic declassification under section 3.4 of E.O. 13526.	37.	0
38. Enter the number of pages DECLASSIFIED under systematic declassification.	38.	0
39. Enter the number of pages REVIEWED that were subject to discretionary declassification under section 3.1 of E.O. 13526.	39.	0
40. Enter the number of pages DECLASSIFIED under discretionary declassification.	40.	0
PART H: Internal Agency Oversight		
41. Enter the number of CHALLENGES processed by your agency to the classification of information believed to be improperly classified or unclassified. (E.O. 13526, section 1.8)	41.	0
42. Enter the number of CHALLENGES where the classification status was fully affirmed.	42.	0
43. Enter the number of CHALLENGES where the classification status was overturned in whole or in part.	43.	0
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Organization's classified disseminated analytic product (as defined in ICD 206 *Sourcing Requirements for Disseminated Analytic Product*) originally marked ORCON.		
44. Enter PERCENTAGE of your organization's classified disseminated analytic products originally marked ORCON.	44.	0.00%
45. Enter TOTAL NUMBER of your organization's classified disseminated analytic products originally marked ORCON.	45.	0
46. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in full.	46.	0
47. Enter the NUMBER OF REQUESTS approved for expanded dissemination of ORCON in part. Provide explanation for partial denial in part J below.	47.	0
48. Enter the number of ORCON expanded dissemination requests DENIED. Provide explanation for denial in part J below.	48.	0
Organization's classified disseminated analytic product (as defined in ICD 206 *Sourcing Requirements for Disseminated Analytic Product*) originally marked ORCON-USGOV.		
49. Enter PERCENTAGE of your organization's analytic products originally marked ORCON-USGOV.	49.	0.00%
50. Enter TOTAL NUMBER of your organization's analytic products originally marked ORCON-USGOV.	50.	0
51. Provide TOTAL NUMBER of reports of potential misapplication of the ORCON marking. Provide background information on each occurrence in Part J below.	51.	0
52. Has your organization been NEGATIVELY IMPACTED by information being marked with ORCON or ORCON-USGOV control marking? If yes, provide explanation in Part J below.	52. N/A	

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DOD: Department of Defense (DARPA)

PART J: Explanatory Comments

Use this space to elaborate on any section of this form. If more space is needed, provide as an attachment to this form. Provide explanations for any significant changes in trends/numbers from the previous year's report.

For reporting purposes, a sampling of all offices in DARPA was completed during a 2-week period, 2-16 October 2017. Tally sheets were distributed to all trained derivative classifiers. The results of the sampling period were then multiplied by 26 to achieve an estimated annual total.